

**Your email address:** tania.middleton@nottsc.gov.uk

**Your name:** Tania Middleton

**Your department:** Adult Social Care and Public Health

**Your job role:** Group Manager

**Description of what the Equality Impact Assessment is for. (Do not use acronyms or jargon so that the title is easily understood by the general public.):** Digital Social Care Records (DSCR) for internal Short Breaks service

**Which document, report, Option for Change, Committee report etc. are the details set out in? (Please make sure the relevant report references this EqIA.) :** SLT report DSCR 11/4/24

**What are the aims of your proposed activity / policy? (Please keep to approximately 100 words.):** Historically, the short breaks service has always been paper based. This not only poses risks in relation to storage, access, and quality, it is also very time intensive for staff, taking away valuable time that could be better spent with people we support. From a leadership perspective, a digital solution will be invaluable for statistical evaluation, measuring effectiveness and striving for excellence in relation to outcomes and goals people want to achieve. A digital solution will enable care recording in real time, alongside modernising our approach. The benefits for moving away from the current paper-based records, include:

- Higher consistency in the quality of the records held,
- Less labour intensive for staff, giving them more time to work with the individuals using the service,
- Easier and quicker access to required records,
- Better quality and more in-depth service evaluation and effectiveness monitoring
- Less risk that records can be misplaced, lost etc,
- Better records and retention management
- Meeting national priorities around digitising care.

Having a digital offer embedded in short breaks will help us to involve carers/family, ensure they are considered and engaged in the service in a non-intrusive way. It will also enable staff to spend more time with people, improve quality and consistency, collaborate with carers on support plans and evidence good outcomes for people when they stay.

**Is a detailed impact assessment and consultation required?:**No further information is required.

**Please give reasons why a detailed impact assessment is not required.:**The personal data which will be processed for the purpose of short breaks will be the same as is currently required for the paper-based records, and is for the provision of direct care to the individuals using the service. It will also become a regulatory requirement to have DSCR in place. Staff are aware of the proposal to implement DSCR and have already undergone preparatory training to increase basic ICT skills and access to current NCC systems.

**Who will Approve this Equalities Impact Assessment? :**

Employee search	Select person
Ainsley Macdonnell	Ainsley Macdonnell - ainsley.macdonnell@nottsc.gov.uk (am471)

**Approver name:** Ainsley Macdonnell

**Approver Email:** ainsley.macdonnell@nottsc.gov.uk